

REGISTERED CHARITY NUMBER: 283314

**Report of the Trustees and
Audited Financial Statements For The Year Ended 31st March 2012
for
Gurdwara Sri Guru Singh Sabha**

S. Syedain & Co
Chartered Accountants & Statutory Auditors
Heron House, 2nd Floor
109 Wembley Hill Road
Wembley
Middlesex
HA9 8DA

Gurdwara Sri Guru Singh Sabha

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for the Year Ended 31st March 2012**

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Gurdwara Sri Guru Singh Sabha

Report of the Trustees for the Year Ended 31st March 2012

The trustees present their report with the financial statements of the charity for the year ended 31st March 2012. The trustees have adopted the provisions of the Statement of Recommended Practice (SORP) 'Accounting and Reporting by Charities' issued in March 2005.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Charity number

283314

Principal address

Alice Way
Hanworth Road
Hounslow
Middlesex
TW3 3UA

Trustees

| | | |
|---------------|---------------------|--------------------|
| G S Chatwal | President | - appointed 1.6.11 |
| R S Khangoora | Vice President | - appointed 1.6.11 |
| M S Nayyar | Secretary | - appointed 1.6.11 |
| Ms. J K Walia | Joint Secretary | - appointed 1.6.11 |
| P S Mann | Assistant treasurer | - appointed 1.6.11 |
| S Singh | Treasurer | - appointed 1.6.11 |
| S S Paul | Education | - appointed 1.6.11 |
| G Kaur | Library | - appointed 1.6.11 |
| M S Brar | Langar/Maintenan | - appointed 1.6.11 |
| | ce | |
| A K Grewal | Education Visits | - appointed 1.6.11 |
| J S Grewal | Joint Secretary | - appointed 1.6.11 |
| H S Kalyan | Maintenance/Lang | - appointed 1.6.11 |
| | ar | |
| M Singh | Extra Curriculum | - appointed 1.6.11 |
| | Activities | |

Gurdwara held an election in 16th May 2011 and new Executive Committee has been elected.

Auditors

S. Syedain & Co
Chartered Accountants & Statutory Auditors
Heron House, 2nd Floor
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Gurdwara Sri Guru Singh Sabha

Report of the Trustees for the Year Ended 31st March 2012

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The charity is controlled by its governing document, a deed of trust, and constitutes an unincorporated charity.

Recruitment and appointment of new trustees

All trustees are volunteers and have necessary skills to contribute to management and development of Gurdwara. Members of executive committee (Main trustees) are elected every 3 year in AGM held every year in May.

New trustees are trained and introduced to duties by previous or other members of executive committee.

Organisational structure

There are two types of trustees:

- a) Holding Trustees who holds the assets of the trust but have no other power and take no part in running the organisation.
- b) Main trustees (Executive Committee): they are responsible for day to day running of Gurdwara Trust and they decide the policies for running the Trust. All trustees are responsible to general body of members and are elected by them. Every year the trustees present the report to general body of members about the activities and problems facing the charity.

Risk management

The trustees have a duty to identify and review the risks to which the charity is exposed and to ensure appropriate controls are in place to provide reasonable assurance against fraud and error. Trustees introduced formal written policies and clear authorisation and approval procedures to establish proper control and provide reasonable assurance to the public that major risks have been adequately managed. Where appropriate, risks are covered by insurance.

OBJECTIVES AND ACTIVITIES

Objectives and aims

The objects of the charity are to advance the Sikh religion in accordance with the teachings of Sri Guru Granth Sahib. In furtherance of that object but not otherwise, the charity may:

- (a) establish one or more centres for religious worship and ancillary educational and cultural activities; and
- (b) establish an adequate library with books connected with the Sikh religion and or educational matters in Punjabi, English and other languages.

Gurdwara Sri Guru Singh Sabha

Report of the Trustees for the Year Ended 31st March 2012

ACHIEVEMENT AND PERFORMANCE

Charitable activities

Religious

Hounslow's 13th Annual Vaisakhi Nagar Kirtan was held on Sunday 3rd April 2011, with route remaining unchanged from that for 2010 and the police estimated that about 8,000 participated in the event. Vaisakhi Day was celebrated on Thursday 14th April with whole day again dedicated to kirtan / katha, with a break for Nishaan Sahib sewa at 11.00am, which was carried out under the auspicious presence of Panj Pyaray. Gurdwara youths sang "Deh Shiva" shabad on completion of the Nishaan Sahib sewa.

544th Nanakshahi New Year was marked on Wednesday 14th March 2012.

The historic annual Holla Mahalla festival, introduced by Sri Guru Gobind Singh Ji at Anandpur Sahib in 1701, fell on Friday 9th March 2012 and the event was marked with a Gatka performance by the Gurdwara Gatka class students on Sunday 11th March 2012.

Gurdwara Youths managed the Gurdwara on Sunday 25th July 2010, gaining valuable experience in delivering Gurdwara Sunday services, with encouragement to take responsibility for voluntary activities and Granthi duties.

On Sunday 15th Jan 2012, Gurdwara Sri Guru Singh Sabha Santhya students all collectively performed Paath Bhog, when they were also presented with certificates in recognition for their achievements. The students ranged from 12 to 80 years old.

Akhand Paaths and Sehaj Paaths totalling 111 together with 167 Sukhmani Sahib Paaths were conducted, both at home and Gurdwara In addition 27 kirtan functions were similarly conducted..

On Sunday 19th December 2010, the 84 Paath class students successfully completed their reading of final shabads from Sri Guru Granth Sahib, when there was collective participation of students. Following the reading of final shabads and the subsequent Sehaj Paath bhog all the 84 students, ranging in age from teens to some over the age of 80, were presented with awards in recognition for their Paath success.

Gurdwara youths had continued to perform kirtan from 10am to 11am during the regular Sunday service programme.

On first Sunday of each month, Gurdwara youths also continued to conducted kirtan with support, presentations and lectures in English. Additionally, youth kirtan darbar in English took place on the last Friday of each month, from 6.00pm to 8.00pm, where the Gurdwara youths were responsible for conducting Rehraas Paath, Ardass and Vaak.

Furthermore, Gurdwara youths received an hour slot during every annual religious function thus encouraging them to participate through conducting kirtan learnt at Gurdwara kirtan classes. In major events the youths were always entrusted with stewarding responsibilities.

Gurdwara Sri Guru Singh Sabha

Report of the Trustees for the Year Ended 31st March 2012

ACHIEVEMENT AND PERFORMANCE

Charitable activities

Istri Sat Sangh continued every Tuesday at 11.00am, where the ladies led the services, reading Sikhmani Sahib Paath followed by kirtan till 2.00pm.

Education

Improvements continued following education aspect at the Gurdwara being reorganised under "Head of Education" giving better coordination between different education provisions. Teachers continued to be subject to written contracts. This has obviously improved on reliability and effectiveness. CRB checks had become a prerequisite for contractual working with children, which is required in order to meet legal obligations.

Over 100 students continued to attend regular kirtan classes. In partnership with West Thames College (Isleworth), Adult English classes continue to be provided at the Gurdwara. The classes had been streamed into two groups, one being ready to take ESOL exams while the second was for beginners and those requiring further attention.

The plans for the establishment "Khalsa Primary School Hounslow" had to be redrawn as the original concept was with location for the school on the TFL site along the Gurdwara Eastern perimeter boundary, the site having been sold by TFL subject to the proposed purchasers receiving planning permission.

Interest in learning to read, recite and understand Sri Guru Granth Sahib Gurbani continued to grow. To meet the growing demand additional classes have been put in place, particularly to accommodate Gurdwara youths who can only attend these classes after school in the evenings.

17th Annual Summer Camp was held at the Gurdwara over two weeks, 25th July - 5th August 2011, ensuring maximum number of students participating. Gurdwara young volunteers were again empowered to plan and deliver the camp project. Police, Army and firemen joined the empowered youths to help run planned activities.

A Discussion Group was introduced, meeting on Sundays once a month when there are presentations from a Sikh perspective on a specific topic of interest leading to mature discussions.

Gurdwara with the support of Baba Fateh Singh Gatka Akhera (BFS), held its 2nd Gatka Camp at the Gurdwara, a 4 day event from Monday 15th to Thursday 18th August 2011.

Gurdwara's Annual Academic and Outstanding Activity Achievement Awards took place on Sunay 25th September 2011, the awards being made in recognition for achieving exceptional academic results or in outstanding activity.

In keeping with the Gurdwara tradition of previous years, Gurdwara Youths managed the Gurdwara on Sunday 24th July 2011, gaining valuable experience in delivering Gurdwara Sunday services, with encouragement to take responsibility for voluntary activities and Granthi duties.

Mentoring services were made available for the young to help build their confidence and positive outlook.

Gurdwara Sri Guru Singh Sabha

Report of the Trustees for the Year Ended 31st March 2012

ACHIEVEMENT AND PERFORMANCE

Charitable activities

On Friday 5th August 2011, Gurdwara youths visited Buckingham Palace as the guests of Buckingham Palace Royal Household. During their visit they received a conducted tour of State Rooms at the Palace which was followed by a reception.

Young volunteers who assisted during the summer camp were treated to a conducted tour of Houses of Parliament on Wednesday 24th August 2011.

The Archbishop of Canterbury visited the Gurdwara on Tuesday 18th October 2011, when he addressed a multi faith audience on "The spiritual and social benefits of dialogue between Sikhs and Christians". This was followed by question answer session.

Annual pocket diaries and table diaries for 2012, based on Nanakshahi calendar, were produced and distributed amongst the congregation. With Olympics due in London in 2012, a calendar for 2012 was also produced by the Gurdwara, the theme being "The Sikh Olympians & Internationals".

Following reorganisation of the Gurdwara library, achieved with the help of a team of dedicated volunteers, there has been much improvement in opening hours and its usage, particularly by the young.

Following major improvements to the Gurdwara website (www.sgss.org) it was relaunched in January 2012.

53 school visits were accommodated with over 3,500 students and teachers benefiting. Gurdwara continued to attract school visits from northern, midland and southern counties, Wales, Scotland and Europe. Visits from elderly patients, accompanied by their nurses or carers, were also accommodated.

Police Officers assigned to Hounslow Borough Police were encouraged to visit the Gurdwara to receive a brief induction into Sikh Faith and its practice, the Code of Conduct and the significance of 5 K's. Police liaison maintained with Hounslow Borough Police and Richmond Borough Police.

In August 2011, during the London riots, police officers from other forces helping to police Hounslow streets were welcomed to the Gurdwara for langar and refreshments and on behalf of the Hounslow residents were formally thanked for their help.

Issues relating to the wearing of Kara and Kirpan for Sikhs, particularly for Sikhs in security sensitive areas like Airports continued to be raised with the appropriate bodies through BSCF, All Party Parliamentary Group for Panjabi's in Britain and local MP's.

Through visits, meetings, seminars and lectures, Gurdwara has continued to increase awareness about Sikh uniformity and practices.

As part of increasing awareness about Sikh Faith and practice, visits were hosted for Prison Service, Trainee Teachers, RE students, SERCO staff and other local bodies.

Gurdwara Sri Guru Singh Sabha

Report of the Trustees for the Year Ended 31st March 2012

ACHIEVEMENT AND PERFORMANCE

Charitable activities

Part of the exhibition "The Golden Temple of Amritsar: Reflections of the Past" which was first held in Brunei Gallery at SOAS and later in Home Office in Whitehall was subsequently brought to the Gurdwara.

Weekly classes in gatka and taekawondo martial arts held at Gurdwara. 3 football teams continued to be sponsored by the Gurdwara

Welfare & Social

Gurdwara Have continued to give support to All-Party Parliamentary Group (Punjabis in Britain), on Panjabi and Sikh related issues.

In recognition for receiving his peerage and becoming the first turban wearing Sikh to have such honour, Gurdwara presented Dr Indarjit Singh with a saropa and appropriate plaque on Sunday 18th December 2011.

Gurdwara continued to liaise with Hounslow Race Equality Council on race matters. Gurdwara continues to be Third Party Reporting Centre.

- Gurdwara continued to maintain affiliations with the following:
- Network of Interfaith for the UK
- Local Ethnic Minorities Consultative Group
- Hounslow Voluntary Sector Forum
- Network of Sikh Organisations
- Hounslow Interfaith Group
- Women's Interfaith Group
- British Sikh Consultative Forum
- Disability Network Hounslow
- Board of Reference for Heathrow Multi Faith Chaplaincy
- Hounslow Friends of Faith

On Sunday 17th July 2011, Gurdwara's 22nd Annual 10km Sponsored Walk was held and which was kindly opened by distinguished world centurion marathon runner S Fauja Singh, who holds many senior world records for marathon running. The sponsored walk participants who met the qualification criteria were presented with awards at the Gurdwara on Sunday 30th October 2011.

Through various NHS agencies and LBH, health awareness sessions continued to be provided at the Gurdwara. Healthy Lifestyle Roadshow was held at the Gurdwara on Sunday 20th April 2011. This is an annual Gurdwara activity to help increase awareness about healthy living and dietary controls to avoid diseases common among South East Asians, a group to which the Sikh community belongs.

Gurdwara Sri Guru Singh Sabha

Report of the Trustees for the Year Ended 31st March 2012

ACHIEVEMENT AND PERFORMANCE

Charitable activities

On Sunday 8th January 2012 Gurdwara Wellbeing Centre Project was launched at the Gurdwara and a team of dedicated volunteers had undergone training at the Civic Centre under the auspices of London Borough of Hounslow (LBH). Wellbeing Centre has been setting their stall in the Gurdwara foyer every Sunday from 11am to 2pm. Arrangements have also been put in place to call upon a specialist once such need had been identified.

On Thursday 26th January 2012 in conjunction with the London Borough of Hounslow "Healthy Walk" project was launched at the Gurdwara which was to encourage regular walks for members of the congregation. Since the launch regular walks have been taking place from the Gurdwara every Thursday at 10.00am.

First Aid training was held at the Gurdwara on Wednesday 21st March 2012 and 20 Gurdwara volunteers successfully completed the course. The training was provided by Sarah Dale who is Community Resuscitation Training Officer for London Ambulance Service and the British Heart Foundation. Those who completed the First Aid training assisted above joined the St John's Ambulance members during the 2012 Vaisakhi Nagar Kirtan, thus gaining useful experience.

Local Member of Parliament continued to hold monthly surgeries at the Gurdwara.

Gurdwara Sikh Assisted Marriage Service continued to flourish with over 450 registered members at any time.

Regular Army Career Advice Service provided at the Gurdwara, ceased during the latter part of the 2011/12 financial year due to MOD cuts.

Following concern expressed by congregation members, free legal advice service was held at the Gurdwara on Sunday 19th June 2011 regarding Will making and Probate. In addition advice was given regarding property sale, purchase, property disputes and legal procedures that was effective in India and Punjab in particular.

Gurdwara supported and participated in a memorial service held on Sunday 12th June 2011 at the Chattri Memorial near Patcham in Brighton, for the Indian soldiers who were cremated in Brighton following their death from war wounds during the First World War. 2011 marked the 90th anniversary of the unveiling of the Chattri Memorial by the Prince of Wales in 1921.

Gurdwara continues to accommodate UK Boarder Agency (Home Office) surgeries at the Gurdwara, from which many have benefitted in returning back to their homeland. Importance of this free service is put into perspective on hearing the experience some of these vulnerable people have had to endure at the hands of solicitors, agents and employers.

Coach outings for Gurdwara congregations' benefit were arranged for trips to seashores and other Gurdwaras or historic places.

Gurdwara performed 110 Anand Karaj ceremonies at the Gurdwara.

Gurdwara Sri Guru Singh Sabha

Report of the Trustees for the Year Ended 31st March 2012

ACHIEVEMENT AND PERFORMANCE

Charitable activities

Humanitarian Sponsorship

As part of the Gurdwara sponsorship of free eye camp programme which was launched in 2002, the 26th and 27th camps were held at VPO Singhpur on 2nd October and VPO Kalewal Fathu on Sunday 9th October. Some camp statistics are as follows:

| | <u>VPO SINGHPUR</u> | <u>V KALEWAL</u> |
|--------------------------------------|---------------------|------------------|
| <u>FATHU</u> | | |
| Eye check up & treatment of patients | 254 | 295 |
| Medical Check up | 112 | 223 |
| Prescription glasses | 125 | 223 |
| Lens (cataract ops) | 40 | 47 |
| Scans | 21 | 12 |
| X - rays | 25 | 41 |
| ECG | 7 | 21 |
| Laboratory Tests | 16 | 25 |
| Mammography | 2 | 2 |

During every Gurdwara sponsored free eye camp the following benefits are always provided.

Eye Camp: Eye check; Medical treatment; operations; Dark glasses; transport to & from hospital; meals in hospital; prescription glasses; post operation monitoring

Medical: medical check; medication; X-ray; mammography; Ultra Scan; ECG; Laboratory checks & analysis; Radiography; minor operations; post operation monitoring.

Awareness about breast cancer self monitoring, and about drug and alcohol addiction and its impact is also provided.

Since 2002, the total numbers who have directly benefitted from the Gurdwara sponsored free eye camp programme include the following:

- 13, 750 eye patients have been seen by specialists
- 1, 982 cataract operations have been performed, while the rest of the eye patients received medical treatment or prescription glasses as appropriate
- 18 eye patients required and received minor eye surgery
- Patients for medical check-up received free medication as prescribed by the doctors while 4 diagnosed with early stage of breast cancer which were successfully treated through medication

Disability Network Hounslow continues to hold a weekly surgery every Friday (2.00pm - 4.30pm).

As part of West Thames Hospital Chaplaincy Service Gurdwara Head Granthi remains on 24/7 call.

Gurdwara Sri Guru Singh Sabha

Report of the Trustees for the Year Ended 31st March 2012

ACHIEVEMENT AND PERFORMANCE

Charitable activities

Gurdwara Head Granthi visits Immigration Removal Centre (IRC) at Harmondsworth every Wednesday, taking Gurdwara langar to feed over 100 inmates, while also helping to conduct religious services and giving advice on their need to remain calm and responsible. With the support and cooperation of the Centre's Chaplaincy Service management, Gurdwara provides special services and langar during annual Sikh religious functions.

Gurdwara has continued to support and donate in response to humanitarian appeals.

67 funeral services held, catering for over 10,000 mourners.

Gurdwara Estate

CCTV system upgrade is continuing.

There has been improved security with the better usage of main metal gates, particularly with the timely closure of both the main gate in Alice Way the Gurdwara gate on the Hibernia Road.

The acquisition of the Leasehold property at 29 Hibernia Road was completed on 26 April 2011. Gurdwara paid the sum of £166k for the purchase of this property.

Gurdwara attempted to acquire the TFL site lying along the Gurdwara eastern perimeter boundary with an offer of £6.1m. Unfortunately developers made higher offers with TFL accepting an offer of £12m which however is subject to the developer receiving planning permission.

FINANCIAL REVIEW

Financial Review

We are pleased to report the net increase of £261,332 (2011: £210,721) in funds for the year taking the accumulated unrestricted fund to £4,314,695.

Reserve Policy

We had a reserve of £186K (2011: £206K) in deposit account which represents 43% of annual expenditure on charitable activities. We have to mention that £166K paid for a new flat from charity's own resources.

Our policy is to continue building up our reserve to the ideal level by means of annual operating surpluses in addition to general appeals to the public.

Investment policy and objectives

The main trustees (Executive Committee) have power for acquisition and disposal of assets. They act like Board of Directors and are responsible for all activities of the trust. Decision on acquisition and disposal of assets are taken unanimously and no individual trustee can take any decision on his own.

Gurdwara Sri Guru Singh Sabha

Report of the Trustees for the Year Ended 31st March 2012

FUTURE DEVELOPMENTS

The Charity does not anticipate any major change in its operations and expect to continue with its stated objectives and provide services and facilities to Sikh community and also increase its participation in the life of the local community.

However, Gurdwara has also planned to:

- Improve awareness about Health & Safety particularly within the langar working area.
- Improve working environment and safety for the volunteers working in the langar area.
- Provide further screens to enable those outside the prayer halls to follow services taking place.
- Empower youths to organise and deliver further projects.
- Hold further discussion sessions with the youth.

STATEMENT OF TRUSTEES RESPONSIBILITIES

The trustees are responsible for preparing the Report of the Trustees and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

The law applicable to charities in England and Wales, the Charities Act 1993, Charity (Accounts and Reports) Regulations 2008 and the provisions of the trust deed requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources, including the income and expenditure, of the charity for that period. In preparing those financial statements, the trustees are required to


- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charity SORP;
- make judgements and estimates that are reasonable and prudent;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business.

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and to enable them to ensure that the financial statements comply with the Charities Act 1993, the Charity (Accounts and Reports) Regulations 2008 and the provisions of the trust deed. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Gurdwara Sri Guru Singh Sabha

**Report of the Trustees
for the Year Ended 31st March 2012**

ON BEHALF OF THE BOARD:



M S Nayyar - Trustee

14th June 2012

Report of the Independent Auditors to the Trustees of Gurdwara Sri Guru Singh Sabha

We have audited the financial statements of Gurdwara Sri Guru Singh Sabha for the year ended 31st March 2012 on pages fourteen to twenty three. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

This report is made solely to the charity's trustees, as a body, in accordance with Section 43 of the Charities Act 1993 and regulations made under Section 44 of that Act. Our audit work has been undertaken so that we might state to the charity's trustees those matters we are required to state to them in an auditors' report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charity and the charity's trustees as a body, for our audit work, for this report, or for the opinions we have formed.

Respective responsibilities of trustees and auditors

As explained more fully in the Statement of Trustees' Responsibilities, the trustees are responsible for the preparation of the financial statements which give a true and fair view.

We have been appointed as auditors under Section 43 of the Charities Act 1993 and report in accordance with regulations made under Section 44 of that Act.

Our responsibility is to audit and express an opinion on the financial statements in accordance with applicable law and International Standards on Auditing (UK and Ireland). Those standards require us to comply with the Auditing Practices Board's Ethical Standards for Auditors.

Scope of the audit of the financial statements

An audit involves obtaining evidence about the amounts and disclosures in the financial statements sufficient to give reasonable assurance that the financial statements are free from material misstatement, whether caused by fraud or error. This includes an assessment of: whether the accounting policies are appropriate to the charity's circumstances and have been consistently applied and adequately disclosed; the reasonableness of significant accounting estimates made by the trustees; and the overall presentation of the financial statements. In addition, we read all the financial and non-financial information in the financial statements to identify material inconsistencies with the audited financial statements. If we become aware of any apparent material misstatements or inconsistencies we consider the implications for our report.

Opinion on financial statements

In our opinion the financial statements:

- give a true and fair view of the state of the charity's affairs as at 31st March 2012 and of its incoming resources and application of resources for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Charities Act 1993.

**Report of the Independent Auditors to the Trustees of
Gurdwara Sri Guru Singh Sabha**

Matters on which we are required to report by exception

We have nothing to report in respect of the following matters where the Charities Act 1993 requires us to report to you if, in our opinion:

- the information given in the Report of the Trustees is inconsistent in any material respect with the financial statements ; or
- sufficient accounting records have not been kept; or
- the financial statements are not in agreement with the accounting records and returns; or
- we have not received all the information and explanations we require for our audit.

S. Syedain & Co

S. Syedain & Co
Chartered Accountants & Statutory Auditors
Heron House, 2nd Floor
109 Wembley Hill Road
Wembley
Middlesex
HA9 8DA

15th June 2012

Gurdwara Sri Guru Singh Sabha

**Statement of Financial Activities
for the Year Ended 31st March 2012**

| | | Unrestricted funds | Restricted funds | 31.3.12 Total funds | 31.3.11 Total funds |
|--|-------|-----------------------|---------------------|---------------------------|---------------------------|
| | Notes | £ | £ | £ | £ |
| INCOMING RESOURCES | | | | | |
| Incoming resources from generated funds | | | | | |
| Voluntary income | 2 | 713,678 | - | 713,678 | 632,290 |
| Activities for generating funds | 3 | 3,095 | - | 3,095 | 3,676 |
| Investment income | 4 | 57 | - | 57 | 84 |
| | | 716,830 | - | 716,830 | 636,050 |
| RESOURCES EXPENDED | | | | | |
| Charitable activities | | | | | |
| Religious Activities | 5 | 416,438 | - | 416,438 | 390,419 |
| Educational Activities | | 12,591 | - | 12,591 | 12,866 |
| Charitable Grants & Donations | | 11,643 | - | 11,643 | 11,919 |
| Governance costs | 8 | 14,826 | - | 14,826 | 10,125 |
| | | 455,498 | - | 455,498 | 425,329 |
| NET INCOMING RESOURCES | | | | | |
| | | 261,332 | - | 261,332 | 210,721 |
| RECONCILIATION OF FUNDS | | | | | |
| Total funds brought forward | | 4,053,363 | - | 4,053,363 | 3,842,642 |
| | | 4,053,363 | - | 4,053,363 | 3,842,642 |
| TOTAL FUNDS CARRIED FORWARD | | 4,314,695 | - | 4,314,695 | 4,053,363 |
| | | 4,314,695 | - | 4,314,695 | 4,053,363 |

The notes form part of these financial statements

Gurdwara Sri Guru Singh Sabha

Balance Sheet At 31st March 2012

| | Notes | 31.3.12 £ | 31.3.11 £ |
|--|-------|--------------|--------------|
| FIXED ASSETS | | | |
| Tangible assets | 11 | 6,669,534 | 6,659,539 |
| CURRENT ASSETS | | | |
| Debtors | 12 | 21,674 | 20,231 |
| Cash at bank and in hand | | 223,000 | 236,767 |
| | | 244,674 | 256,998 |
| CREDITORS | | | |
| Amounts falling due within one year | 13 | (132,149) | (130,410) |
| | | 112,525 | 126,588 |
| NET CURRENT ASSETS | | | |
| | | 6,782,059 | 6,786,127 |
| TOTAL ASSETS LESS CURRENT LIABILITIES | | | |
| CREDITORS | | | |
| Amounts falling due after more than one year | 14 | (2,467,364) | (2,732,764) |
| | | 4,314,695 | 4,053,363 |
| NET ASSETS | | | |
| FUNDS | | | |
| Unrestricted funds: | 17 | | |
| General fund | | 4,314,695 | 4,053,363 |
| | | 4,314,695 | 4,053,363 |
| TOTAL FUNDS | | | |
| | | 4,314,695 | 4,053,363 |

The notes form part of these financial statements

Gurdwara Sri Guru Singh Sabha

**Balance Sheet - continued
At 31st March 2012**

The financial statements were approved by the Board of Trustees on 14th June 2012 and were signed on its behalf by:



M S Nayyar -Trustee



S Singh -Trustee

The notes form part of these financial statements

Gurdwara Sri Guru Singh Sabha

Notes to the Financial Statements for the Year Ended 31st March 2012

1. ACCOUNTING POLICIES

Accounting convention

The financial statements have been prepared under the historical cost convention, and in accordance with the Financial Reporting Standard for Smaller Entities (effective April 2008), the Charities Act 1993 and the requirements of the Statement of Recommended Practice, Accounting and Reporting by Charities.

Incoming resources

All incoming resources are included on the Statement of Financial Activities when the charity is legally entitled to the income and the amount can be quantified with reasonable accuracy.

Resources expended

Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources. Grants offered subject to conditions which have not been met at the year end date are noted as a commitment but not accrued as expenditure.

Tangible fixed assets

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

| | |
|--------------------------------|----------------------------|
| Freehold property | - No depreciation provided |
| Library Books | - No depreciation provided |
| Fixture, Fittings & Equipments | - 15% on reducing balance |
| Motor vehicles | - 25% on reducing balance |

The trust has not depreciated its freehold property, and has therefore not complied with requirement of the Companies Act 2006 and FRSSE. The trustees however believe this is an appropriate policy as it gives a true and fair view of the charity's balance sheet as the differences between carrying value and market value of freehold properties are insignificant.

Taxation

The charity is exempt from tax on its charitable activities.

Fund accounting

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

Gurdwara Sri Guru Singh Sabha

**Notes to the Financial Statements - continued
for the Year Ended 31st March 2012**

1. ACCOUNTING POLICIES - continued

Hire purchase and leasing commitments

Rentals paid under operating leases are charged to the statement of financial activities on a straight line basis over the period of the lease.

2. VOLUNTARY INCOME

| | 31.3.12 | 31.3.11 |
|---|----------------|----------------|
| | £ | £ |
| Donations | 362,760 | 307,400 |
| Charat | 279,341 | 264,985 |
| Gift aid | 67,693 | 57,182 |
| Grant from West Thames College for Esol | 3,884 | 2,723 |
| | <u>713,678</u> | <u>632,290</u> |

Grants received, included in the above, are as follows:

| | 31.3.12 | 31.3.11 |
|----------------------------------|--------------|--------------|
| | £ | £ |
| ESOL Grants: West Thames College | 3,884 | - |
| Other grants | - | 2,723 |
| | <u>3,884</u> | <u>2,723</u> |

3. ACTIVITIES FOR GENERATING FUNDS

| | 31.3.12 | 31.3.11 |
|------------------|--------------|--------------|
| | £ | £ |
| Sales from Stall | 3,095 | 3,676 |
| | <u>3,095</u> | <u>3,676</u> |

4. INVESTMENT INCOME

| | 31.3.12 | 31.3.11 |
|--------------------------|-----------|-----------|
| | £ | £ |
| Deposit account interest | 57 | 84 |
| | <u>57</u> | <u>84</u> |

Gurdwara Sri Guru Singh Sabha

**Notes to the Financial Statements - continued
for the Year Ended 31st March 2012**

5. CHARITABLE ACTIVITIES COSTS

| | Direct costs | Grant funding of activities (See note 6) | Support costs (See note 7) | Totals |
|-------------------------------|----------------|---|----------------------------------|----------------|
| | £ | £ | £ | £ |
| Religious Activities | 411,805 | - | 4,633 | 416,438 |
| Educational Activities | 12,591 | - | - | 12,591 |
| Charitable Grants & Donations | - | 11,643 | - | 11,643 |
| | <u>424,396</u> | <u>11,643</u> | <u>4,633</u> | <u>440,672</u> |

6. DONATIONS & GRANTS PAYABLE

| | 31.3.12 | 31.3.11 |
|-------------------------------|---------------|---------------|
| | £ | £ |
| Charitable Grants & Donations | <u>11,643</u> | <u>11,919</u> |

The total grants paid to institutions during the year was as follows:

| | 31.3.12 | 31.3.11 |
|-------------------|--------------|--------------|
| | £ | £ |
| Eye Camp In India | <u>6,908</u> | <u>7,731</u> |

7. SUPPORT COSTS

| | Management | Finance | Totals |
|----------------------|--------------|--------------|--------------|
| | £ | £ | £ |
| Religious Activities | <u>2,024</u> | <u>2,609</u> | <u>4,633</u> |

Support costs, included in the above, are as follows:

| | 31.3.12 Religious Activities | 31.3.11 Total activities |
|--------------|------------------------------------|--------------------------------|
| | £ | £ |
| Advertising | 2,024 | - |
| Bank charges | 2,609 | 2,257 |
| | <u>4,633</u> | <u>2,257</u> |

Gurdwara Sri Guru Singh Sabha

Notes to the Financial Statements - continued for the Year Ended 31st March 2012

8. GOVERNANCE COSTS

| | 31.3.12 | 31.3.11 |
|-------------------------------|---------------|---------------|
| | £ | £ |
| Telephone & Fax | 4,074 | 3,805 |
| Accountancy | 2,780 | 2,680 |
| Sundry Expenses | 548 | 140 |
| Professional fee for Election | 3,844 | - |
| Auditors' remuneration | 3,580 | 3,500 |
| | <u>14,826</u> | <u>10,125</u> |

9. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31st March 2012 nor for the year ended 31st March 2011.

Trustees' Expenses

There were no trustees' expenses paid for the year ended 31st March 2012 nor for the year ended 31st March 2011.

10. STAFF COSTS

| | 31.3.12 | 31.3.11 |
|-----------------------|---------------|---------------|
| | £ | £ |
| Wages and salaries | 64,964 | 30,237 |
| Social security costs | 2,776 | 2,395 |
| | <u>67,740</u> | <u>32,632</u> |

The average monthly number of employees during the year was as follows:

| | 31.3.12 | 31.3.11 |
|--------------|----------|----------|
| Weekly Wages | <u>8</u> | <u>8</u> |

Gurdwara Sri Guru Singh Sabha

**Notes to the Financial Statements - continued
for the Year Ended 31st March 2012**

11. TANGIBLE FIXED ASSETS

| | Freehold property £ | Library Books £ | Fixture, Fittings & Equipments £ | Motor vehicles £ | Totals £ |
|-----------------------|---------------------------|-----------------------|---|------------------------|------------------|
| COST | | | | | |
| At 1st April 2011 | 6,558,111 | 4,717 | 251,339 | 1,000 | 6,815,167 |
| Additions | 2,540 | 890 | 23,032 | 2,000 | 28,462 |
| At 31st March 2012 | <u>6,560,651</u> | <u>5,607</u> | <u>274,371</u> | <u>3,000</u> | <u>6,843,629</u> |
| DEPRECIATION | | | | | |
| At 1st April 2011 | - | - | 154,684 | 944 | 155,628 |
| Charge for year | - | - | 17,953 | 514 | 18,467 |
| At 31st March 2012 | <u>-</u> | <u>-</u> | <u>172,637</u> | <u>1,458</u> | <u>174,095</u> |
| NET BOOK VALUE | | | | | |
| At 31st March 2012 | <u>6,560,651</u> | <u>5,607</u> | <u>101,734</u> | <u>1,542</u> | <u>6,669,534</u> |
| At 31st March 2011 | <u>6,558,111</u> | <u>4,717</u> | <u>96,655</u> | <u>56</u> | <u>6,659,539</u> |

12. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

| | | |
|---------------|---------------|---------------|
| | 31.3.12 | 31.3.11 |
| | £ | £ |
| Other debtors | <u>21,674</u> | <u>20,231</u> |

13. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

| | | |
|------------------------------|----------------|----------------|
| | 31.3.12 | 31.3.11 |
| | £ | £ |
| Bank loans and overdrafts | 115,156 | 114,310 |
| Taxation and social security | 674 | 8,670 |
| Other creditors | <u>16,319</u> | <u>7,430</u> |
| | <u>132,149</u> | <u>130,410</u> |

Gurdwara Sri Guru Singh Sabha

**Notes to the Financial Statements - continued
for the Year Ended 31st March 2012**

14. CREDITORS: AMOUNTS FALLING DUE AFTER MORE THAN ONE YEAR

| | 31.3.12 | 31.3.11 |
|-----------------|------------------|------------------|
| | £ | £ |
| Bank loans | 2,467,364 | 2,583,364 |
| Other creditors | - | 149,400 |
| | <u>2,467,364</u> | <u>2,732,764</u> |

Amounts falling due in more than five years:

Repayable by instalments:

| | | |
|--------------------------------|------------------|------------------|
| Barclays Commercial Mortgage | 135,223 | 139,763 |
| Barclays Fixed Business loan | 1,739,839 | 1,817,352 |
| Barclays Treasury loan | 442,836 | 471,513 |
| Barclays Commercial Mortgage 2 | 149,466 | 154,736 |
| Other loans more 5yrs instal | - | 149,400 |
| | <u>2,467,364</u> | <u>2,732,764</u> |

15. SECURED DEBTS

The following secured debts are included within creditors:

| | 31.3.12 | 31.3.11 |
|-------------|------------------|------------------|
| | £ | £ |
| Bank loans | 2,582,520 | 2,697,674 |
| Other loans | - | 149,400 |
| | <u>2,582,520</u> | <u>2,847,074</u> |

Bank loans secured by Gurdwara's freehold properties.

Gurdwara Sri Guru Singh Sabha

**Notes to the Financial Statements - continued
for the Year Ended 31st March 2012**

16. ANALYSIS OF NET ASSETS BETWEEN FUNDS

| | Unrestricted funds £ | Restricted funds £ | 31.3.12 Total funds £ | 31.3.11 Total funds £ |
|-----------------------|----------------------------|--------------------------|--------------------------------|--------------------------------|
| Fixed assets | 6,669,534 | - | 6,669,534 | 6,659,539 |
| Current assets | 244,674 | - | 244,674 | 256,998 |
| Current liabilities | (132,149) | - | (132,149) | (130,410) |
| Long term liabilities | (2,467,364) | - | (2,467,364) | (2,732,764) |
| | <u>4,314,695</u> | <u>-</u> | <u>4,314,695</u> | <u>4,053,363</u> |

17. MOVEMENT IN FUNDS

| | At 1.4.11 £ | Net movement in funds £ | At 31.3.12 £ |
|---------------------------|------------------|----------------------------------|------------------|
| Unrestricted funds | | | |
| General fund | 4,053,363 | 261,332 | 4,314,695 |
| | <u>4,053,363</u> | <u>261,332</u> | <u>4,314,695</u> |
| TOTAL FUNDS | | | |

Net movement in funds, included in the above are as follows:

| | Incoming resources £ | Resources expended £ | Movement in funds £ |
|---------------------------|----------------------------|----------------------------|---------------------------|
| Unrestricted funds | | | |
| General fund | 716,830 | (455,498) | 261,332 |
| | <u>716,830</u> | <u>(455,498)</u> | <u>261,332</u> |
| TOTAL FUNDS | | | |

Gurdwara Sri Guru Singh Sabha

**Detailed Statement of Financial Activities
for the Year Ended 31st March 2012**

| | 31.3.12 | 31.3.11 |
|---|---------|---------|
| | £ | £ |
| INCOMING RESOURCES | | |
| Voluntary income | | |
| Donations | 362,760 | 307,400 |
| Charat | 279,341 | 264,985 |
| Gift aid | 67,693 | 57,182 |
| Grant from West Thames College for Esol | 3,884 | 2,723 |
| | 713,678 | 632,290 |
| Activities for generating funds | | |
| Sales from Stall | 3,095 | 3,676 |
| Investment income | | |
| Deposit account interest | 57 | 84 |
| | 716,830 | 636,050 |
| RESOURCES EXPENDED | | |
| Charitable activities | | |
| Wages | 64,964 | 30,237 |
| Social Security | 2,776 | 2,395 |
| Purchases of Books, ties & etc | 1,915 | 2,362 |
| Equipment Lease - Siemens | 4,346 | 4,282 |
| Rates and water | 11,123 | 12,717 |
| Insurance | 6,657 | 6,957 |
| Light and heat | 52,577 | 63,016 |
| Postage and stationery | 3,149 | 1,982 |
| Motor Vehicle Expenses | 1,066 | 909 |
| Vaisaki & Religious Festivals | 2,008 | 1,154 |
| Repair & Maintenance | 19,601 | 17,586 |
| Cleaning & Refuse collection | 7,074 | 5,311 |
| Purchase for Langer | 50,009 | 38,208 |
| Publication cost | 14,983 | 11,757 |
| Sports Activities | 2,990 | 1,731 |
| Summer Camp | 2,903 | 2,165 |
| Adult Education | 9,688 | 10,135 |
| Carried forward | 257,829 | 212,904 |

This page does not form part of the statutory financial statements

Gurdwara Sri Guru Singh Sabha

**Detailed Statement of Financial Activities
for the Year Ended 31st March 2012**

| | 31.3.12 | 31.3.11 |
|-------------------------------------|---------|---------|
| | £ | £ |
| Charitable activities | | |
| Brought forward | 257,829 | 212,904 |
| Visiting Priests | 1,089 | 22,710 |
| Fixtures and fittings | 17,953 | 17,057 |
| Motor vehicles | 514 | 19 |
| Bank loan interest | 147,011 | 148,338 |
| Eye Camp | 6,908 | 7,731 |
| Charitable Donations | 4,735 | 4,188 |
| | 436,039 | 412,947 |
| Governance costs | | |
| Telephone & Fax | 4,074 | 3,805 |
| Accountancy | 2,780 | 2,680 |
| Sundry Expenses | 548 | 140 |
| Professional fee for Election | 3,844 | - |
| Auditors' remuneration | 3,580 | 3,500 |
| | 14,826 | 10,125 |
| Support costs | | |
| Management | | |
| Advertising | 2,024 | - |
| Finance | | |
| Bank charges | 2,609 | 2,257 |
| | 455,498 | 425,329 |
| Total resources expended | | |
| | 455,498 | 425,329 |
| Net income | | |
| | 261,332 | 210,721 |

This page does not form part of the statutory financial statements